

AGREEMENT

BETWEEN

BERLIN BOROUGH BOARD OF EDUCATION

AND

BERLIN TEACHERS' ASSOCIATION

FOR

X July 1, 1987 to June 30, 1989

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PREAMBLE

This Agreement entered into this \_\_\_\_\_ day of \_\_\_\_\_  
by and between the Board of Education of the Borough of Berlin,  
New Jersey, hereinafter called the "Board", and the Berlin  
Teachers' Association, hereinafter called the "Association".

## ARTICLE 1

### RECOGNITION

1:1 The Board hereby recognizes the Association as the exclusive and sole representative for collective negotiation concerning grievances and the terms and conditions of employment for classroom teachers, specialists, nurses, special area teachers, reading teachers, and librarians.

but excluding:

Superintendent	Social Worker
Principal	LDT/C
Community School Director	Instructional Aides
Board Secretary/ Business Manager	Non-instructional Aides
Supervisors	Secretaries and Clerks
Psychologist	Custodians
Administrative Assistant	Cafeteria Workers

1:2 Unless otherwise indicated, the term "teachers", when used hereinafter in this Agreement, shall refer to all professional employees represented by the Association in the negotiating unit as above defined, and references to male teachers shall include female teachers.

## ARTICLE 2

### NEGOTIATION OF SUCCESSOR AGREEMENT

2:1 The parties agree to enter into collective negotiation over a successor Agreement in accordance with Chapter 303, Laws of 1968, and as amended by Chapters 123, Laws of 1974, in a good faith effort to reach agreement on matters concerning the terms and conditions of teachers' employment. Such negotiations shall begin not later than January 15 of the calendar year preceding the calendar year in which this Agreement expires. Any agreement so negotiated shall apply to all teachers, be reduced to writing, be signed by the Board and the Association, and be adopted by the Board and the Association.

2:2 Pursuant to Chapter 202, Laws of 1968, and as amended by Chapter 123, Laws of 1974, the Board agrees not to negotiate concerning said employees in the negotiating unit, as defined in Article 1 of this Agreement, with any organization other than the Association for the term of this Agreement.

- 2:3 Except as this Agreement shall otherwise provide, all terms and conditions of employment applicable on the signing date of this Agreement to employees covered by this Agreement as established by the rules, regulations and policies of the Board administrative procedures and practices in force on said date, shall continue to be so applicable during the terms of this Agreement. Unless otherwise provided in this Agreement, nothing contained herein shall be interpreted and/or applied so as to eliminate, reduce nor otherwise detract from any teacher benefit or responsibility existing prior to its effective date.
- 2:4 This Agreement incorporates the entire understanding of the parties on all matters which have been the subject of negotiation. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter covered by this Agreement.
- 2:5 This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.
- 2:6 To assist the Association in developing intelligent, accurate, informed, and constructive programs on behalf of the teachers and their students, the Board agrees to provide the Association access to all records, data and information in the possession of the Berlin Borough School District which is in the public domain.

### ARTICLE 3

#### GRIEVANCE PROCEDURE

##### 3:1 Definitions:

- 3:1.1 A "grievance" is a claim based upon an event or condition which affects the welfare and/or terms and conditions of employment of a teacher or group of teachers, including any complaint by an employee that there has been to him a personal loss, injury or inconvenience because there has been a violation, misinterpretation, misapplication or infringement upon the provisions of this Agreement, or that there has been a violation, misinterpretation or misapplication of established Board policy or as a result of administrative decision pertaining to Board policy or this Agreement.
- 3:1.2 An "aggrieved person" is the person or persons or the Association making the claim.

- 3:2 The purpose of the procedure set forth hereunder is to secure, at the lowest possible level, equitable solutions to the problems which may from time to time arise affecting the welfare or terms and conditions of employment of teachers. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.
- 3:3 Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.
- 3:4 Any aggrieved person may be represented at any or all stages of the grievance procedure by himself, or, at his option, at any stage by a selected representative. When a teacher is not represented by the Association, the Association shall have the right to be present at any stage after the completion of Stage 3.
- 3:5 Procedure
- 3:5.1 Stage One: A teacher with a grievance shall, within thirty (30) calendar days of its occurrence, first discuss it with his/her immediate superior with the objective of resolving the matter informally.
- 3:5.2 Stage Two: If, as a result of the discussion, the matter is not resolved to the satisfaction of the employee within five (5) school days, he may set forth his complaint in writing to the immediate superior. The immediate superior shall communicate this decision to the employee in writing, within five (5) school days of receipt of the written complaint.
- 3:5.3 Stage Three: If the grievance is not satisfactorily adjusted under the provisions of Stages One and Two, or if no decision has been rendered by the immediate superior within five (5) school days under the provisions of Stage Two, the teacher may appeal the immediate superior's decision to the Superintendent of Schools. The appeal to the Superintendent must be made in writing and must set forth the grounds on which the grievance is based. The Superintendent shall give his decision in writing to the employee and the immediate superior within ten (10) school days of receipt of the written grievance.

- 3:5.4 Stage Four: If the grievance is not yet resolved to the employee's satisfaction, he may appeal within ten (10) school days of receipt of the Superintendent's decision to the Board of Education. The request shall be submitted in writing through the Superintendent, who shall attach all related papers and forward the request to the Board. Copies of the request and all related papers shall be given to the Association. The Board, or a committee thereof, shall hold a hearing with the employee within fifteen (15) school days of receipt of the written grievance of the next regular Board meeting, whichever is later, and render a decision in writing within twenty (20) school days of the hearing.
- 3:5.5 Stage Five: If after the decision of the Board of Education the aggrieved person is still dissatisfied with the disposition of his grievance, he may request the Teachers' Association to submit it to arbitration. If the Association determines that the grievance is meritorious it shall notify the Board that it wishes arbitration within twenty (20) days after receipt of a request by the aggrieved person. The twenty (20) days shall be calendar days.
- 3:5.5.1 Within ten (10) school days after such written notice of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a request for a list of arbitrators may be made to the American Arbitration Association by either party. The parties shall then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator.
- 3:5.5.2 The arbitrator shall limit himself to the issues submitted to him and shall consider nothing else. He can add nothing to nor subtract anything from the Agreement between the parties or any policy of the Board of Education. The recommendations of the arbitrator shall be advisory. Only the Board and the aggrieved and his representative shall be given copies of the arbitrator's report of findings and recommendations. This shall be accomplished within thirty (30) calendar days of the completion of the arbitrator's hearings.
- 3:5.5.3 The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of the hearing room shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same. Arbitration proceedings shall not take place during school working hours.

3:6 General Provisions

- 3:6.1 In the event a grievance is filed at such time that it cannot be processed through all the stages in this grievance procedure by the end of the school year, and if left unresolved until the beginning of the following school year, could result in irreparable harm to the aggrieved person, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable. Otherwise, any grievance not processed in accordance with the time limits specified herein shall be deemed relinquished by the aggrieved person.
- 3:6.2 Administrative failure at any step of this procedure to communicate a decision with the specified time limits shall permit the aggrieved person to proceed promptly to the next stage. The time limits specified at any stage may be extended in any particular instance by agreement between the Superintendent or his designee and the aggrieved.
- 3:6.3 No aggrieved person nor the Association shall seek any relief until it exhausts its remedies under the grievance procedure.
- 3:6.4 The Board and the Association shall assure the individual freedom from restraint, interference, coercion, discrimination or reprisal in presenting his appeal with respect to his personal grievance.
- 3:6.5 It is understood that aggrieved person or persons shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been fully determined.

ARTICLE 4

TEACHER RIGHTS AND RESPONSIBILITIES

- 4:1 Nothing contained herein shall be construed to deny to or restrict from any teacher or the Board such right as either may have under N.J. School Laws or other applicable laws and regulations. The rights granted to teachers herein shall be deemed to be in addition to those provided elsewhere.
- 4:2 Any questioning or criticism by a supervisor, administrator, or a board member of a teacher and his instructional methodology and/or professional performance shall be made in confidence and not in the presence of students, parents, or other public gatherings.



- 4:3 Before any teacher is required to appear before the Board or a Board Committee concerning any matter which could adversely affect the continuation of that teacher in his office, the following steps must be taken:
- a) A meeting with the superintendent or his designee shall be held.
  - b) The teacher shall be provided with prior written notice of the Board or Committee meeting and the reason(s) for such meeting or interview.
  - c) The teacher shall be entitled to have a representative of the Association present with him at any disciplinary meeting with an administrator or supervisor or with the Board or with a Board Committee occurring under the provisions of this section. This representative may speak on behalf of the teacher at the teacher's request.
  - d) Other meetings between teachers and administrators shall not be subject to the above.
- 4:4 Any suspension of a teacher pending charges may be with or without pay at the discretion of the Board. If without pay it shall be placed in escrow pending outcome.
- 4:5 The teachers shall have the right to make known their views regarding equitable distribution of responsibilities and work load amongst the staff to the administrative personnel.
- 4:6 A teacher shall have the right to review and to copy at his expense the contents of his personnel file with the exception of any documents sent to the Board to be held in confidence. The review of the file must be arranged at a time mutually agreeable to the superintendent and the teacher and be held in the presence of the superintendent or his designee.
- 4:7.1 The teacher work day shall begin at 8:00 am and end at 3:00 PM. Pupil contact time shall not exceed 1986-1987 levels. The specific times relate to current school hours and will be appropriately altered should the student day change.
- 4:7.2 Teachers may be required to remain after the end of the regular work day without additional compensation, for the purpose of attending faculty or grade level meetings not more than seventeen (17) hours in the school year, nor more than three (3) in any calendar month. An attempt shall be made to convene such meetings no later than fifteen (15) minutes after the students' dismissal

and to limit the duration to one and one-half (1 1/2) hours. No teacher shall be required to remain in attendance at these meetings beyond 4:30 P.M. The notice of an agenda for any such meeting shall be given to the teachers at least two (2) days prior to the meeting, except in the case of an emergency. Teachers shall have the opportunity to suggest items for the agenda of after-school meetings. The provision of this section shall not prohibit the calling of extra meetings where emergency situation necessitate such extra meetings. In addition, teachers will be required to return after the end of the work day for the purpose of attending four (4) evening sessions. Each evening session will be preceded by a two (2) hour shortened school day. Compensation will be \$40.00 per evening session attended per teacher in 1987-88 and \$45.00 per evening session attended per teacher in 1988-89.

- 4:8 In order to continue to maximize the educational effort being put forth by the professional staff, which thereby insures the continued excellence in education, the Association agrees that no Association business matters will be discussed during scheduled instruction times but will be permitted during a teacher's scheduled lunch time. Meetings will be conducted after the normal workday. All reasonable expenses incurred in support of Association activities will be borne exclusively by the Association.

The Association telephone may be used prior to school hours, during the lunch hours, and after school. The telephone will be disconnected at all other times. All related telephone expenses shall be paid by the Association.

- 4:9 Kindergarten through grade five teachers, in addition to their lunch period, will have forty (40) minutes of preparation time five (5) days a week. All other teachers shall, in addition to their lunch period, have preparation time in which they will have no other assigned duties. This preparation time shall not be less than forty (40) minutes per day when averaged over a one (1) week period. Preparation time can be used for classroom related activities such as parent conferences, child study team meetings and teacher observation conferences.

## ARTICLE 5

### TEACHER PERFORMANCE AND EVALUATION

- 5:1 Although this article is titled Teacher Performance and Evaluation, it deals with some specifics of formal classroom observation, a small part in the total evaluation of a teacher, and is not to be construed as a total performance and evaluation procedure.
- 5:2 After any formal classroom observation, a written observation report shall be presented to the teacher at a post-observational conference. The purpose of observations and post-observational conferences will be specifically to discuss ways and techniques for improving the learning situation for the children of our school.
- 5:3 All written evaluations of a teacher which are to be placed in the teacher's personnel file shall be signed by him attesting to the fact that the contents of the evaluation are known to him. No written evaluation may become part of the teacher's personnel file without the teacher's signature. The teacher's signature shall not be construed as other than a simple acknowledgment by the teacher that he read the evaluation.
- 5:4 The teacher is entitled to attach a written answer or comment to any evaluation, conference report, or other material susceptible to evaluative use which is placed in his file.
- 5:5 During a classroom observation/evaluation, whether formal or informal, no tape recorders or videotape equipment shall be used.

## ARTICLE 6

### FACULTY - ADMINISTRATION LIAISON

- 6:1 The Association shall establish a liaison committee which shall meet during the school year as needed with the Superintendent and the Principal to review and to discuss school district problems and practices.
- The liaison committee is strictly an advisory group.
- 6:2 A tape recorder or videotape equipment may be used for staff development or public relation purposes if mutually agreeable between the teacher and administrator/supervisor.

## ARTICLE 7

### BOARD RIGHTS AND RESPONSIBILITIES

- 7:1 The Board reserves to itself sole jurisdiction and authority over all matters of policy and retains those rights which derive from applicable laws and regulations, subject only to the limitations imposed by the language of this agreement.
- 7:2 It is understood by all parties that under the rulings of the Courts of New Jersey and the State Commissioner of Education, the Board of Education is forbidden to waive any rights or powers granted it by law.

## ARTICLE 8

### TEACHER FACILITIES

- 8:1 The Board will provide facilities for the use of teachers as faculty lounges. These facilities will be reserved for teacher use until 6:00 P.M. during every normal school day. Although these facilities shall be regularly cleaned by the school custodial staff, teachers shall exercise reasonable care in maintaining the appearance and cleanliness of the lounges.

## ARTICLE 9

### LEAVES OF ABSENCE

- 9:1 The law requires or permits the following with respect to the absence of teachers:
- a) Eleven (11) days sick leave with full pay as guaranteed during each school year.
  - b) The Board of Education must allow accumulations of sick leave from unused days to eleven (11) days per year, for later use with full pay.
  - c) The Board will pay 33 & 1/3 % of all accumulated sick time, upon retirement, after fifteen (15) years in the district. Notification to the Board shall be required by the December preceding the fiscal year in which the payment is to be made. Time on authorized extended leave shall not count as credit toward fifteen (15) years service, but time worked before or after such leave may be counted to total fifteen (15) years. If employment is terminated for other than a RIF, and if reemployment occurs, the

previous service will not be applicable to this provision.

9:2 Absence for reasons given below, not allowable as sick leave, will be granted as follows:

- a) Up to five (5) days leave of absence will be granted to regular employees whose home is saddened by the death of an immediate member of his/her family (husband, wife, son, daughter, parent, parent-in-law, sister, brother) or any member of the household. At the employees discretion, these days may be taken any time prior to the seventh day following interment.
- b) Up to two (2) days per school year with full pay shall be granted for personal reasons. The person applying for leave will notify the immediate supervisor at least twenty-four (24) hours in advance. Emergency leave will be granted when necessary and the 24 hour notification period will be waived. All notifications will be made on form 8:2b appended hereto. For each personal leave day unused at the end of the school year, one day shall be added as available sick leave days.

9:3 The Board shall grant maternity leave to a teacher upon request subject to the following stipulations and limitations:

- a) Any teacher who anticipates a maternity, disability or child-rearing leave of absence shall notify the Superintendent in writing of such necessity within sixty (60) days of medical confirmation.
- b) A teacher shall be entitled to all sick leave during the normal disability period as prescribed by law. This normal disability period shall be one month prior to the birth and six weeks subsequent to the birth.
  - 1. The Board can request the teacher to produce a certificate from her doctor stating she is not medically able to continue to perform her normal teaching duties by completing Form 8:3b (attached).
  - 2. The Board's appointed physician may be requested to agree that she is not medically able to continue to perform her normal teaching duties.
  - 3. Following a difference of medical opinions between the Board's physician and the teacher's

physician, the Board may request expert consultation in which case the two physicians' shall agree in good faith on a third impartial physician who shall examine the teacher and whose medical opinion shall be conclusive and binding on the issues of use of sick days during the extended disability period due to the teacher's inability to perform the normal teaching duties.

- c) The Board shall grant a maternity leave of absence to a tenure teacher without pay for a period of not more than one (1) year from the effective date of the application for such leave.
- d) Reinstatement of employees to whom such a leave of absence has been granted shall commence with the next regular school year following the expiration of such leave, provided that the application for reinstatement has been made in writing to the superintendent prior to March 1st of the calendar year in which reinstatement is requested. If application for reinstatement is not made prior to March 1st, the contract of the teacher shall be terminated.
- e) The Board will assume no responsibility for reassignment of such teacher to the same classroom, grade, or subject area. However, the superintendent will attempt, to his fullest extent, to return a teacher to the same grade level that the teacher left.
- f) No teacher on maternity leave shall, on the basis of said leave, be denied an opportunity to substitute in the Berlin Community School in the area of her certification or competence.
- g) Any teacher adopting an infant child shall receive similar leave which shall commence upon the teacher receiving de facto custody of said infant, or earlier if necessary to fulfill the requirements of the adoption.

9:4 Other leaves of absence with or without pay may be granted by the Board of Education.

## ARTICLE 10

### SALARIES

- 10:1 The salaries of all teachers covered by this Agreement are set forth in Schedule "A" which is attached hereto and made a part thereof.
- 10:2 Each teacher employed on a ten (10) month basis shall be paid on biweekly basis.
- 10:3 When a payday falls on or during a school holiday or school is closed other than for emergency, teachers shall receive their pay checks on the last previous working day or a date agreed to by the Board and the Association.
- 10:4 Each teacher shall receive his/her final check on the last work day in June, provided that he/she has complied with all closing procedures as required by the principal.
- 10:5 Each teacher may individually elect to have ten (10) percent of his/her monthly salary deducted from his/her pay. The Board will open a passbook savings account in a bank of the Board's choice for each participating teacher. The passbook will be distributed to the teacher during October.
- 10:5.1 Money will be deposited in the respective account no later than five working days following the deduction. The teacher may exercise this option only if he/she has so requested of the Board Secretary within the first five school days of the school year.
- 10:5.2 Each teacher may individually elect to have a percentage of his/her salary deducted from his/her pay and transmitted to an annuity. Monies collected for annuities shall be deposited within five working days following the paycheck from which the money is deducted.
- 10:6 The Board agrees to compensate teachers supervising certain extra-curricular activities as set forth in Schedule "B" which is attached hereto and made part hereof.
- 10:7 Full-time teachers performing after hours tutoring at the request of the Administration will be paid at the rate of \$16.00 per hour.
- 10:8 Payment of monies earned under 9:6 or 9:7 will be paid in the next regular pay after earning or on special "extra-pay" paydays in October, December, February, April and June.

- 10:9 Teachers who may be required to use their own automobiles to conduct school business at the request of the Administration shall be reimbursed for all such travel according to the current Internal Revenue Service Mileage Reimbursement Schedule.
- 10:10 Teachers shall not be entitled to advancement to the next step on Schedule "A" until after successful completion of six (6) months on the prior step.
- 10:11 The Board agrees to pay up to a maximum of \$325 per semester plus \$30 book reimbursement. Preference will be given to courses in technical fields (e.g. math science computers, etc.) if the balance in this account is reduced to \$1,000. If the amount applied for exceeds \$5,000, a proportioning will take place after the first payment. Payment for courses will be made upon successful completion of courses and following Board approval at its next regular meeting. Courses taken and the request for reimbursement must be approved in advance by the superintendent and the courses must be in related fields.
- 10:12 Teachers who are asked and who volunteer to be trained or to attend meetings during the summer months shall be paid \$45.00 per day rate outside the cap. Payment for meals must be approved prior to approval of the teacher's trip. Teachers who are asked and who volunteer to perform tasks on an hourly basis shall be paid the Home Instruction Rate.
- 10:13 Salary level adjustments shall be made at the September Board meeting. Written requests for adjustment must be submitted to the Superintendent before September 1.

## ARTICLE 11

### INSURANCE PROTECTION

- 11:1 The insurance plan shall be the New Jersey Blue Cross 365 day expanded program and Blue Shield PACE Program. The Board of Education agrees to pay Blue Cross/Blue Shield benefits, Rider J, and Major Medical Insurance for the full time teacher. The Board will pay one hundred percent (100%) for a teacher desiring family coverage. An equivalent plan may be substituted for the N.J. Blue Cross/BlueShield PACE program if approved in advance by both the Board and the Association.
- 11:2 At a teacher's option, the Board of Education agrees to pay Washington National Insurance, or any other comparable plan approved by the Board for the full time



Employee in lieu of cash payment by the Board will not exceed \$800 per year in 1987-88 and 1988-89. If the employee desires an improved plan, the balance in excess of the amount provided will be paid by the employee.

- 11:3 The Board agrees to provide a \$1 deductible prescription plan for the full-time teacher and his/her family not to exceed \$13,000 in 1987 - 1988 and \$14,000 in 1988-1989.
- 11:4 The Board agrees to provide a non-deductible family dental plan not to exceed \$21,000 per year in 1987 - 1988 and 1988-89.
- 11:5 The Board agrees that a retiring teacher may continue his/her group benefits by notifying the Board at retirement. The retiree will be billed semiannually for the group plans selected.
- 11:6 Effective January 1, 1988 the Board agrees to provide an optical plan for the full-time teacher with the cost not to exceed \$5,000 in 1987-88. Effective July 1, 1988, the Board agrees to provide a family optical plan with the cost not to exceed \$5,000 in 1988-1989. The schedule of coverage shall include examinations, lenses and frames every twenty-four months.
- 11:7 If an employee elects not to take the coverage provided for in 11:1 or 11:2 above then the employee shall be eligible to receive \$800 in lieu of those benefits.
- 11:8 If the Board intends to change insurance carriers, it is agreed the new insurance carrier shall provide benefits which are equal to or better than those benefits in existence at the time of the change.
- 11:9 This contract confirms compliance with the Consolidated Omnibus Reconciliation Act of 1985 (COBRA).

## ARTICLE 12

### MISCELLANEOUS PROVISIONS

- 12:1 The parties agree that this agreement is a valid and binding contract upon them.
- 12:2 If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, excepting to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

**SCHEDULE A  
1987-1988**

<b>YEARS OF EXPERIENCE</b>	<b>87-88 BERLIN STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
1	1	20400	20900	21400	21950	22500
2	2	20600	21125	21650	22175	22700
3-6	3	21640	22165	22690	23215	23740
7	4	21940	22465	22990	23515	24040
8	5	22370	22895	23420	23945	24470
9	6	23010	23535	24060	24585	25110
10	7	23750	24275	24800	25325	25850
11	8	24500	25025	25550	26075	26600
12	9	25230	25755	26280	26805	27330
13	10	25770	26295	26820	27345	27870
14	11	26520	27045	27570	28095	28620
15	12	27520	28045	28570	29095	29620
16	13	28970	29495	30020	30545	31070
17	14	30140	30665	31190	31715	32240
18	15	32625	33150	33675	34200	34725

**SCHEDULE B  
1988-1989**

<b>YEARS OF EXPERIENCE</b>	<b>88-89 BERLIN STEP</b>	<b>BA</b>	<b>BA+15</b>	<b>MA</b>	<b>MA+15</b>	<b>MA+30</b>
1	1					
2	2	22100	22650	23200	23750	24300
3	3	22350	22900	23450	24000	24550
4-7	4	23390	23940	24490	25040	25590
8	5	23810	24360	24910	25460	26010
9	6	24510	25060	25610	26160	26710
10	7	25300	25850	26400	26950	27500
11	8	26100	26650	27200	27750	28300
12	9	26870	27420	27970	28520	29070
13	10	27650	28200	28750	29300	29850
14	11	28250	28800	29350	29900	30450
15	12	29130	29680	30230	30780	31330
16	13	30860	31410	31960	32510	33060
17	14	32200	32750	33300	33850	34400
18	15	34800	35350	35900	36450	37000

1987-88 and 1988-89

SCHEDULE 'B'

ADVISORS'/COACHES' SALARY SCHEDULE

	1987-1988	1988-1989
Field Hockey	800.00	1,000.00
Soccer	800.00	1,000.00
Girls Basketball	1,000.00	1,200.00
Boys Basketball	1,000.00	1,200.00
Girls Softball	800.00	1,000.00
Boys Softball	800.00	1,000.00
Cheerleading	1,000.00	1,200.00
Student Government	1,000.00	1,200.00
Dances (per dance per chaperone)	50.00	60.00
Intramurals (per activity)	400.00	600.00
Concerts/Plays	50.00	60.00
Photographer/P.R.	800.00	900.00
Grant Manager		
00-7,500	250.00	250.00
7,500-15,000	500.00	500.00
15,001-above	750.00	750.00

BERLIN BOROUGH COMMUNITY SCHOOL

215 SOUTH FRANKLIN AVENUE

BERLIN, NEW JERSEY 08009

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Day Requested: \_\_\_\_\_

This day is personal in nature and is business that cannot be conducted at some other time other than when school is normally in session.

\_\_\_\_\_  
Teacher's Signature

NOTE: All personal day requests are to be submitted to the Superintendent through the Principal at least twenty-four (24) hours in advance of the day requested. Requests received less than twenty-four (24) hours in advance will be considered for only extreme emergency reasons. Personal days cannot be taken the day before or the day after a holiday or school closing. Personal days requested for Monday or Friday must be submitted with a reason.

## DISABILITY REQUEST

## BERLIN BOROUGH COMMUNITY SCHOOL

Request for expected temporary disability leave/pregnancy

Name \_\_\_\_\_

School \_\_\_\_\_

Part I

To be completed by your physician:

\_\_\_\_\_ is under my care, and at  
this time I expect her to be temporarily disabled from  
\_\_\_\_\_ to \_\_\_\_\_. I understand that these dates  
may be altered at a later time due to the nature and  
possible extent of the disability.

Signed \_\_\_\_\_

Part II

To be completed by the employee:

Please check the appropriate item below:

- \_\_\_\_\_ 1. I shall return to work at the conclusion of my  
disability.
- \_\_\_\_\_ 2. At the conclusion of my disability leave, I hereby  
request an unpaid leave of absence. I plan to  
return to work on \_\_\_\_\_.

Signed \_\_\_\_\_

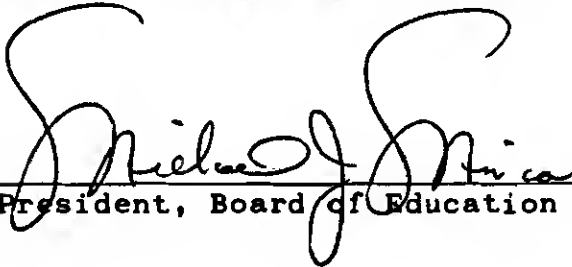
Article 13

DURATION OF AGREEMENT

All articles of this Agreement shall be in force and binding on both parties effective as of July 1, 1987. The Agreement in its entirety shall continue effective until June 30, 1989, subject to the Association's right to negotiate over a successor Agreement as provided in Article 2.

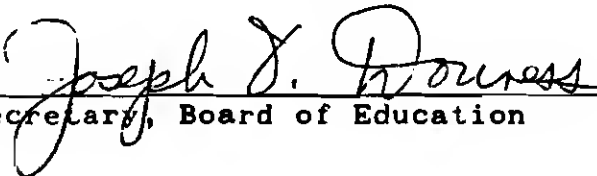
This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated. Any extension may occur only if it shall be mutually agreed upon in writing by the parties to the Agreement, and unless such extensions are agreed upon this contract shall expire upon June 30, 1989.

IN WITNESS WHEREOF, The Board has caused this Agreement to be signed by its President, attested by its Secretary and its corporate seal to be placed hereon and the Association has caused this Agreement to be signed by its President and Secretary.


  
\_\_\_\_\_  
President, Board of Education

9/11/87

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary, Board of Education

9/10/87  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
President, Berlin Teachers Association

9/10/87  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary, Berlin Teachers' Association

9/10/87  
\_\_\_\_\_  
Date